

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
FARM LEASE AUCTION

AUCTION RULES

1. **Time and Date of Auctions**

The Office of Leases & Concessions will hold live auctions for farm leases on various parcels of land managed by the State Park Service

- Central Auction: **Tuesday, September 29, 2015** at **11:00am** at the Assunpink Wildlife Management Area, Conservation Building, 1 Eldridge Rd. Robbinsville, NJ 08691
- Northern Auction: **Thursday, October 1, 2015** at **11:00am** at the Pequest Trout Hatchery, 605 Pequest Rd. Oxford, NJ 07863

2. **Obtaining Auction Information**

Information for each lease parcel to be auctioned, including Bidder Registration forms are available at

http://www.state.nj.us/dep/parksandforests/parks/business_ops/current_leases.htm

Interested Bidders must submit **Bid Registration** and **Authorization to Bid Form** by **5:00pm Thursday, September 24, 2015** via regular mail to:

Department of Environmental Protection
Natural & Historic Resources
Office of Leases & Concessions
Mail Code 501-04C
P.O. Box 420
Trenton, NJ 08625-0420

Or by email to: OfficeofLeases@dep.nj.gov

Or by fax to: **Attn: Manager Leases & Concessions** at **609-984-0836**

3. **Information available includes:**

- Map of the leased parcels and any other necessary additional information about the parcels
- Information sheet containing minimum bid
- Sample Farm Lease Agreement
- Auction Information and Rules
- Bidder Registration Form
- Authorization to Bid Form

4. **Minimum Bid**

Each lease parcel to be auctioned will have a separate minimum bid, which will be set forth in the bid package for the parcel. ***The “minimum bid” on the information sheet shall be the minimum bid at auction.***

5. **Farm Lease**

The Farm Lease will have an initial term of five (5) years with the option to renew for an additional three (3), five (5) year renewal terms. A sample Farm Lease Agreement is available at: http://www.state.nj.us/dep/parksandforests/parks/business_ops/current_leases.htm

The highest bidders will be required to sign a lease with the Department of Environmental Protection. The lease is subject to approval by the State House Commission and compliance with the requirements of the "Pay to Play" law, N.J.S.A. 19:44A-20.13 et seq. Some leases may be subject to the approval of the Delaware and Raritan Canal Commission. The Department cannot execute the lease until all of the necessary approvals are granted.

In the event that the highest bidder fails to execute a lease with the Department, the Department reserves the right to offer the lease to the next highest public auction bidder for that same Farm Lease.

6. **Site-visits**

If potential bidders are interested in visiting any of the parcels prior to the auction, they should contact the individual listed on page 3 of this document to arrange for a site visit.

7. **Questions**

All questions related to the **auction** should be sent to our email address at OfficeofLeases@dep.nj.gov. For those without access to email, questions may be mailed to the Office of Leases & Concessions at the mailing address listed in #2 above. Questions **will not** be accepted by fax, over the telephone or by Department Staff at the Park offices.

The cut-off date for the submission of questions is **5:00pm on Monday, September 14, 2015.** Answers to questions will be posted at: http://www.nj.gov/dep/parksandforests/parks/business_ops/current_leases.htm.

8. **Registration**

Only bidders who have registered to bid may participate in the auction. **Bid Registration forms must be received by 5:00pm on Thursday, September 24, 2015 in the Office of Leases & Concessions to either the mailing address, the email address or by fax as identified in #2 above.** Bid Registration forms are available at: http://www.nj.gov/dep/parksandforests/parks/business_ops/current_leases.htm.

The Department reserves the right to reject a bidder based on bidder's failure to comply with other agreements or leases held with the Department of Environmental Protection.

9. **Authorization to Bid Form**

A bidder may act on behalf of another person or company only if an **Authorization to Bid Form** has been submitted to the **Office of Leases & Concessions at either the mailing address, the email address or by fax as identified in #2 above by 5:00pm on Thursday, September 24, 2015** The **Authorization to Bid Form** is available at: http://www.nj.gov/dep/parksandforests/parks/business_ops/current_leases.htm.

10. **Bidding Increments**

Bidding increments shall be \$100. The Department reserves the right to reject any and all bids. The Farm Lease is subject to the Department accepting the highest bid.

11. **Auction-Day Rules**

- Registered Bidders will be required to sign in at the auction.
- Only bidders who have pre-registered will be able to participate in the auction.
- Registered Bidders will be assigned bidding numbers at the auction and are required to utilize their assigned numbers when making a bid.
- Registered Bidders may not leave the room following sign-in.
- Conversation between bidders during the auction is not permitted.
- Registered Bidders arriving while the auction is in session will be allowed to participate but without benefit of hearing these rules read aloud.

12. **Site Visit Contact Information**

CENTRAL AUCTION PROPERTIES

<u>STATE PARK</u>	<u>CONTACT PERSON</u>	<u>PHONE NUMBER</u>
Allaire State Park	Superintendent, Inga Gabliks	732-938-2371
D&R Canal State Park	Superintendent, Patricia Kalleser	609-924-5705
Monmouth Battlefield	Superintendent, Mark Pitchel	732-462-9616
Rancocas State Park	Superintendent, Leigh Germann	609-726-1191
Spruce Run Rec. Area (inc. Hacklebarney and Warren Trail)	Superintendent, Jenny Felton	908-638-8572
Washington Crossing	Superintendent, Neal Ferrari	609-737-0617

NORTHERN AUCTION PROPERTIES

<u>STATE PARK</u>	<u>CONTACT PERSON</u>	<u>PHONE NUMBER</u>
High Point State Park	Superintendent, Rebecca Fitzgerald	973-875-4800
Hopatcong State Park	Superintendent, Emily Rich	973-398-7010
Jenny Jump State Forrest	Superintendent, Ernie Kabert	908-459-4366
Kittatinny Valley State Park	Maint Supervisor James Scholts	973-786-6445
Wawayanda State Park	Superintendent, Jessica Kruegel	973-853-4462